

## INTERNAL TRANSACTION (IT) FILE REPORTS AVAILABLE IN RMDS

Below is a description of each of the four new IT file reports. The report specifications for these reports are currently being reproduced for distribution to all holders of the R\*STARS Report Guide. The reports were originally designed to help users monitor the IT file during period 13 (9/31/XX) when timing is extremely important. The R\*STARS 91 Screen is as follows:

91 VER 2.0	STATE OF MICHIGAN PRODUCTION REGION (PMAIN)	10/31/96 04:52
PM		
LINK TO:	REPORT REQUEST PROFILE	PROD
AGENCY: 000 REQUESTER: GAH REQUEST NO: 03 REPORT ID: DAFR6821		

This request (03) will identify all of the records on the IT file for fiscal year 1996 only. This will help agencies get the fiscal year 1996 transactions cleared off the IT file. Requests 01 and 02 are for fiscal year 1997 transactions only.

**DAFR6821 IT FILE BATCH HEADER WITH DOCUMENT NUMBER** provides the batch header and the document number for the Internal Transaction (IT) File for a specific agency. This report allows Agencies to monitor activity on the IT File. The report is sorted by Agency, Batch Agency, Edit Mode, Document Number, Batch Date, Batch Type, and Batch Number. This report provides totals by Agency, Batch Agency and Edit Mode. It may differ from the R\*STARS 530 View Batch Headers screen if the documents were posted to the Agency by another Agency. This report contains all documents for a given Agency regardless of who initiated the recording of the transaction. This report is a detailed report designed to help clear the IT file of all transactions. The only difference between this report and DAFR 6824 is the sort sequence. This report sorts after batch agency by edit mode and then document number. For example:

BATCH	EDIT	DOC	BATCH	BATCH	BATCH	DETAIL	TRANS
AGY	MODE	#	DATE	TYPE	NO.	RECORDS	AMT

XXX	2	W70000062	09/22/96	A	L1Q	1	118.50
		W70000063	09/28/96	A	L1U	1	60.00
		825000520	09/30/96	2	001	1	102.83

TOTALS BY EDIT MODE	X.XX
TOTALS BY BATCH AGENCY	X.XX

**DAFR6822 IT FILE BY EDIT MODE, BATCH TYPE, AND BATCH NUMBER** provides the batch headers by Edit Mode for the Internal Transaction (IT) File records. The report is sorted by Edit Mode, Batch Type, Batch Agency, Batch Number, Effective Date, and Batch Date. This report is available on a statewide level, with no Agency totals.

This was designed for control agencies to measure number and amount of transactions on the IT file statewide. For example:

EDIT	BATCH	BATCH	BATCH	EFFECTIVE	BATCH	DETAIL	TRANS
MODE	TYPE	AGY	No.	DATE	DATE	RECORDS	AMT

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2	A	XXX	L2A	09/31/96	09/31/96	1	\$123.00
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TOTALS FOR BATCH TYPE	X.XX
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TOTALS FOR EDIT MODE	X.XX
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**DAFR6823 IT FILE BY EDIT MODE AND BATCH TYPE** provides a summary of the Internal Transaction (IT) File records by Edit Mode for each Batch Type. The report is sorted by Edit Mode and Batch Type. This report is available on a statewide level, with no Agency totals. This was designed for control agencies to measure number and amount of transactions on the IT file statewide. For example:

EDIT	BATCH	DETAIL	TRANS
MODE	TYPE	RECORDS	AMOUNT

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2	A	8	\$35,000.00
2	2	100	\$5,000.00

TOTALS FOR EDIT MODE
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**DAFR6824 IT FILE BATCH HEADER REPORT** provides the batch headers by Batch Agency for the Internal Transaction (IT) File records. This report allows agencies to monitor activity on the IT File. The report is sorted by agency, Batch Agency, Edit Mode, Batch Type, Batch Number, Effective Date, and Batch Date. This report provides totals by agency, Batch Agency and Edit Mode.

It may differ from the R\*STARS 530 View Batch Headers screen if the documents were posted to the agency by another agency.

This report contains all documents for a given agency regardless of who initiated the recording of the transaction. This report is a detailed report designed to help clear the IT file of all transactions. The only difference between this report and DAFR 6821 is the sort sequence. This report sorts after batch agency by edit mode and then batch type. It does not contain individual document numbers. For example:

BATCH	EDIT	BATCH	BATCH	EFFECTIVE	BATCH	DETAIL	TRANS
AGY	MODE	TYPE	No.	DATE	DATE	RECORDS	AMT

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XXX	2	A	22A	06/21/96	06/21/96	1	118.23
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TOTALS BY EDIT MODE	X.XX
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TOTALS BY BATCH AGENCY	X.XX
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TOTALS BY AGENCY	X.XX
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Additional information can be obtained by viewing the 90 News/Help Table and typing DAFR6821, DAFR6822, DAFR6823, or DAFR6824 in the keyword field and pressing Enter.

These reports are currently being generated with different report numbers. On October 31, 1996, the numbers will change as follows:

From	To
DAFR 6810	DAFR 6821
DAFR 6820	DAFR 6822
DAFR 6830	DAFR 6823
DAFR 6840	DAFR 6824

In RMDS, the report versions currently accessible in the Daily buckets with the old DAFR numbers will be transferred to the Daily buckets with the new DAFR numbers.